

Sending a new email message in Outlook Web App (OWA)

Replying to an email message in OWA is very similar to replying in Outlook. Point your browser to NJCU's OWA login page (webmail.exchange.njcu.edu)¹ and sign on using your GothicNet credentials. You will be presented with your main OWA page (figure 1).

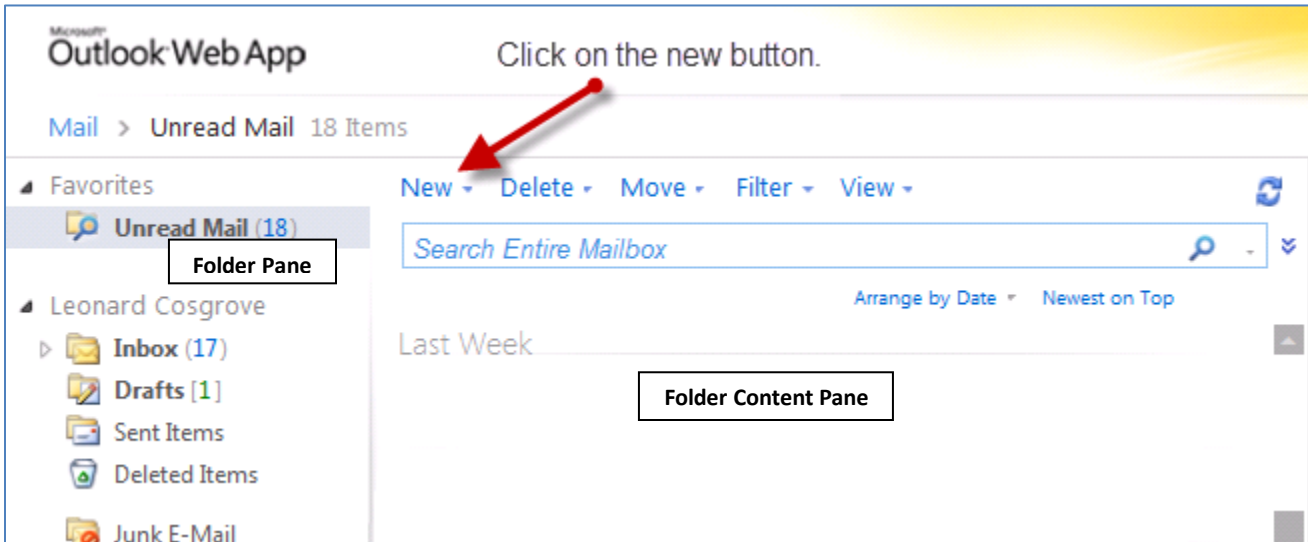


Figure 1. Section of main OWA page

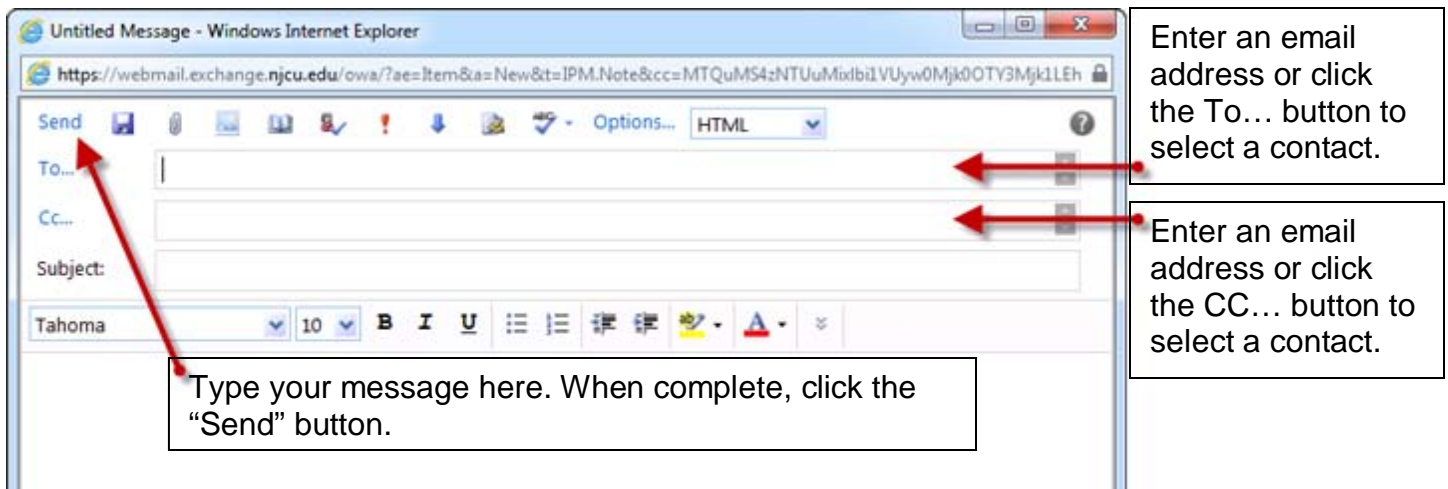


Figure 2. Top section of New message window

¹ Microsoft Internet Explorer, version 8, works best. Whatever browser you use, be sure to allow Pop-ups for this website.